



Town of Arlington Notice of Meeting

In accordance with the provisions of Massachusetts General Laws,
Chapter 39, Section 23B, notice is hereby given of a meeting of the:

Finance Committee

Monday, February 28, 2022

7:30 p.m. – 10:00 p.m.

Conducted by Remote Participation - Zoom Meeting

AGENDA ITEMS:

1. 7:30 PM Virtual Open Meeting protocol and roll call
2. 7:40 PM Chair's Comments
3. 7:45 PM Minutes for approval
4. 7:50 PM Planning and Community Development
 1. Overview of Citizen Communications from Chair (5 Minutes)
 2. Address from Carl Wagner (Citizen) (7 Minutes)
 3. Address from Patricia Worden (Citizen) (7 Minutes)
 4. Budget Discussion (10 Minutes)
5. 8:20 PM Warrant Review
6. 8:40 PM (5) Information Technology, (7) Treasurer-Collector, (8) Postage, (13) Parking (Tosti, Beck, Kellar)
7. 9:40 PM Other Budgets (as available)
8. 9:50 PM New business
9. 10:00 PM Adjourn

Register in advance for this meeting: <https://town-arlington-ma-us.zoom.us/join/tZlTc-CsqTosHNX246a1W2QjoWugBk0bR7Rj>

After registering, you will receive a confirmation email containing information about joining the meeting.

Members of the public are asked to send written comments to tbradley@town.arlington.ma.us

Documents regarding agenda items will be made available via the Town's website.

Information regarding Order Suspending Certain Provisions of the Open Meeting Law:
<https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download>

Reference 1: 20220211 Email - Carl Wagner

Reference 2a: 20220216 Memo - Patricia Worden

Reference 2b: 20220216 Letter Editor - Patricia Worden

Reference 3a: 20220222 Email - Chris Loreti

Reference 3b: 20220222 Email - Chris Loreti – Attachment - Arlington 2023 Planning Budget

Reference 3c: 20220222 Email - Chris Loreti – Attachment - Arlington 2012 Planning Budget

Reference 3d: 20220224 Email - Adam Chapdelaine

Reference 3e: 20220224 Email - Adam Chapdelaine – Attachment - FY2012_withOverride

Reference 3f: 20220224 Email - Chris Loreti

Reference 4: Draft Warrant for Annual Town Meeting

By Charlie Foskett, Chairman Finance Committee

REFERENCE 1

From: C Wagner <cawagner@hotmail.com>
To: "tbradley@town.arlington.ma.us" <tbradley@town.arlington.ma.us>, "CFoskett@town.arlington.ma.us" <CFoskett@town.arlington.ma.us>
Cc: "DMckenna@town.arlington.ma.us" <DMckenna@town.arlington.ma.us>, "scmarlingontmm@gmail.com" <scmarlingontmm@gmail.com>
Date: 02/11/2022 09:59 AM
Subject: Concern over Planning Department use of consultancies and transparency of expenditures

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Members of The Fin Com and Planning Dept budget review subcommittee:

I am concerned about the DPCD's repeated use of paid consultant studies, despite maintaining a large roster of employees and a relatively large part of the Arlington budget. If we employ 9 or 10 staff people, in a town that is already fully built out, why are we also paying for a \$60-90,000 study that the Planning Department asks to make a decision on something. A case in point, recently the Department relied on an outside consultant to produce a Housing Production Plan, which appears to lay out many things that would hurt our town's taxpayers and residents. If the Planning Department authored its own documents, costs and agendas could be more transparent, and more Arlington taxpayer money saved. I think a smaller budget and smaller DPCD might suit us better, given our level of density and development.

Thanks,

Carl Wagner
Edgehill Road



Patricia Worden <pbworden@gmail.com>
to Charlie Foscett, scmarlingtontmm, DMckenna, cfoscett

Wed, Feb 16, 2:01 AM (7 days ago)

REFERENCE 2a

You are viewing an attached message. Gmail can't verify the authenticity of attached messages.

Memorandum

Date: 2-16-2022

To : Charles Foscett, Chair, Sophie Miglizzo, and David McKenna

From: Patricia Worden

Re: Budget Review, Planning and Redevelopment

Dear Charlie, Sophie and David,

With respect to the requests of the Planning Department (PD), it is possible that they will lead to undesirable, unproductive outcomes for the Town. Their requests for planning and related requests for consultants are sorely lacking in transparency. More work and studies should be done by in-house staff and less by consultants who invariably produce reports that are expensive, often seriously antithetical to the needs of the town but essentially the same as the aspirations of the PD. So why do we need to pay outside groups for these plans which parrot the PD? Some of the requests, for funding can also include significant percentages to pad the income of existing staff enabling hiring of more staff with benefits etc.

It would be of great benefit to the town if funds provided to PD include a requirement that **they do the work** to provide a **truer** picture of actual land use in Arlington. Most especially they should be required to recalculate the 1.5% land affordability calculation. (It is important that they work for the Townspeople –not predominantly for developers.) A truer picture would result if non-residential uses were not residentially zoned. That would help in future 40B situations where safe harbor would be officially established if 1.5% of land zoned residential, commercial, and industrial is occupied by affordable housing. A good portion of the land in town zoned "Residential" is not Residential – some Cemeteries, Parks, Golf Courses, the island in Spy Pond, municipal buildings, schools etc. and other locations should not really be in the "Residential" classification. These areas should be rezoned as "Conservancy Institutional Districts," raising the actual percentage of affordable housing land in town so important to 40B immunity. Neighboring Winchester has done that.

In Winchester, parcels of these types are zoned "Conservancy - Institutional District (SCI)", see here:

<https://www.winchester.us/DocumentCenter/View/4147/Zoning-Map>

The Winchester Zoning Code shows the uses allowed in that zone on pages 3-3 to 3-9 here:

<https://www.winchester.us/DocumentCenter/View/228/Winchester-Zoning-Bylaw-PDF?bidId=>

I realize that it is not within the purview of The Finance Committee to scrutinize some policies of the Town. However, there are some aspects of housing policy that have the potential for serious cost overruns. For example, the escalation of housing density which the Planning Director plans in the Fall. This she hopes to enable by zoning changes and facilitating of 40B construction (encouraged unfortunately by the Affordable Housing Trust Fund (AHTF) Chairperson who is an expert in 40B promulgation). And so, many of PD's funding requests for plans will probably pertain to this endeavor. When, at a Zoning Bylaw Working Group meeting, my husband pointed out the expense of escalating school costs with rising housing density the Planning Director banned him from speaking on the subject and said it was illegal to do so. When, at a later meeting, my husband asked her what was the statutory basis for her silencing speech on this issue she did not provide an answer and has not yet done so.

I mention these matters only to encourage you to scrutinize PD's requests before deciding on funding them. I have occasionally attended the early morning meetings of the Community Development Block Grant (CDBG) deliberations. These funds are designed to help low and moderate income families. I was really shocked that the PD was requesting some of these funds for the AHTF to make plans without requiring specifics or establishing any conditions (e.g. that these funds should not be used to subsidize 40B developers and developers providing predominantly housing for those at 100% or more of AMI). Additionally I attended the AHTF/PD's skilled, lengthy presentation to the Community Preservation Committee requesting a large donation for plans –presumably for hiring a consultant. Many lofty goals were presented but no concrete details. The AHTF/PD have been very successful in rapidly acquiring funds for AHTF– even very curiously quietly receiving more than \$100,000 from the Symmes Fund. Instead of pursuing fund-raising for the Arlington Housing Authority (AHA) and Housing Corporation of Arlington (HCA) (who desperately need funds for our very low income in danger of homelessness), the AHTF with PD's help is doing just the opposite. They are competing with AHA and HCA for all available funds. I hope you can monitor any requests made to you. (Of course, the AHTF should be preparing for their role as the designated depository for excess profits from 40B developers and from a real estate transfer fee should it be enacted)

Thank you,

Patricia

P.S.

I have attached a short piece I recently wrote which you may already have seen and which has caused quite a bit of controversy.

To the Editor

The Destruction of Arlington Communities

Clues for planned destruction of Arlington 's neighborhoods can be found on two front page articles in the *Arlington Advocate* of January 27.

Planning Director (PD) stated that to meet state standards "Arlington needs" 859 additional affordable housing units. That is not true. Arlington is already close to or exceeds statutory compliance for affordability of 1.5% buildable land area. (To provide 859 additional affordable units Arlington would have to construct more than 3,500 new market rate or luxury units – actual number depends on whether 40B or inclusionary zoning is used www.arfrr.org)

Arlington's Master Plan (approved enthusiastically by Town Meeting after a long series of public meetings attended by hundreds of residents) concluded that Arlington housing needs only more affordable and senior housing. The Town has done little or nothing about that.

By contrast the draft Arlington Housing Plan (HP) (recently approved by Arlington Redevelopment Board) created under auspices of the HP Implementation Committee (HPIC), on which I serve, conducted poorly attended meetings and hearings – sometimes with zero members of the public. With numerous mistakes and fallacies, HP's mantra crams into Arlington as much housing as possible including housing affordable only by wealthy earning more than 200% AMI. Teardowns and exploding costs of housing, taxes, schools etc. would follow; affordability marginalized. Homelessness would increase.

HP causes frenzied acquisitions by speculators. Possible examples:

1. Notice of Intent involving destruction of two valuable antique homes and 80 trees for a 40B project
2. Julia Mirak purchase of one acre Lalicata property for \$4.5 Million

PD/HP plan drastic zoning (fortunately only Town Meeting can enact zoning) and changes which would massively increase developer profit potential including enabling of:

- construction of two family homes by right in single family districts throughout Arlington
- 40B projects throughout Town – these are large projects of market rate and luxury units with a few “affordable” units (none for very low income families) allowing violation of environmental/historical protective bylaws
<https://www.wickedlocal.com/story/arlington-advocate/2022/01/28/your-home-affordability-and-40-b/9256151002/>
- large residential apartments by right obliterating homes, open space, businesses, restaurants in East Arlington/Alewife/“MBTA-community” near Hardy School, Magnolia, Massachusetts Avenue, and wetlands
- multifamily apartments and phony “Mixed Use” apartment construction Town-wide

East Arlington residents had better wake up to the tragedy that could be theirs if the PD follows the HP’s advice to pursue the new DHCD regulations for MBTA Community (Alewife to Massachusetts Avenue). These are regulations and not necessarily what the legislators intended – the Town should take

this matter up with our legislators. Otherwise we could gradually allow the MBTA Community's Massachusetts Avenue businesses and neat rows of iconic two-family-homes in Hardy School/Magnolia Park areas to be acquired and demolished to be replaced by residential apartments and Rindge Tower type structures. Who will pay for the new elementary schools, infrastructure, higher taxes, overrides? East Arlington would become an irresistible target for developers, non-profits, real estate investors, and architects because for the first time in 50 years APARTMENT BUILDINGS COULD BE BUILT THERE BY RIGHT. NO SPECIAL PERMIT WOULD BE NEEDED. Please read more on this at

<https://blog-arfr.blogspot.com/2022/01/what-new-mbta-mandate-will-mean-for.html>

[The ARFRR Blog: What the New MBTA Mandate Will Mean for East Arlington](https://blog-arfr.blogspot.com/2022/01/what-new-mbta-mandate-will-mean-for.html)

The ideas and views expressed on the ARFRR blog are solely those of the post authors. You may cite our posts and content, if you attribute it to us.

blog-arfr.blogspot.com

60 years ago Boston development officials forced tragic displacement of Boston's West End - the large, exemplary, well-knit, diverse community – turned over to developers to provide the luxury apartments we see there for the rich. Likewise if Arlington allows development officials to execute the Housing Plan it will cause massive displacement of diverse residents who can no longer afford to live here.

Patricia

Town Meeting Member, pct 8

From: Chris Loretì <cloretì@verizon.net>
To: cfoskett@town.arlington.ma.us, DMckenna@town.arlington.ma.us, AJones@town.arlington.ma.us, scmarlingtontmm@gmail.com
Cc: Adam Chapdelaine <achapdelaine@town.arlington.ma.us>, SDecourcey@town.arlington.ma.us, DMahon@town.arlington.ma.us, JHurd@town.arlington.ma.us, LDiggins@town.arlington.ma.us, ehelmuth@town.arlington.ma.us, tbradley@town.arlington.ma.us
Date: 02/22/2022 08:25 PM
Subject: Arlington Planning Department Budget 2012 vs. 2023

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Finance Committee Chair Foskett and colleagues:

I am writing concerning the 2023 budget under consideration for Arlington's Planning Department staff, and the growth of that budget over the last decade. Attached to this message you will see two files, one is the budget presented to the 2012 Town Meeting, the other is the budget for 2023, as I understand it is being proposed.

Here are the relevant figures for total Planning Department Personnel Services budget derived from those files:

2012: \$222, 558

2012 adjusted for inflation to current dollars \$272,570

2023 proposed: \$595,342

As you can see, the budget has increased by a factor of more than doubled in constant dollars over 11 years. What justifies this increase? An expanding town? An expanding need for planning services?

I think not. The simple answer is that Town leadership (Select Board and Town Manager) simply lack the ability or will to control spending. But in our Town Manager form of local government, isn't it the role of the Finance Committee to serve a check on this kind of unchecked spending growth?

I call on the Finance Committee to exercise its responsibility to carefully review this requested budget and explain to Town Meeting and the town at large how such an increase can be justified, if indeed it can be. (And "we have the money" is not an acceptable justification for me.) If not, then I believe it is the Finance Committee's duty to recommend to Town Meeting a budget only as large as it can justify based on the actual needs of the town.

Thank you for considering these comments.

Chris Loret
56 Adams St.

Attachments:

File: ATT00003.txt	Size: 2k	Content Type: text/plain
File: ATT00004.html (Shown Inline)	Size: 2k	Content Type: text/html
File: Arlington 2023 Planning Budget.pdf	Size: 90k	Content Type: application/pdf
File: Arlington 2012 Planning Budget.PDF	Size: 443k	Content Type: application/pdf

Job	FY2023							FY2022	FY2023				
	FTE	BU	Grade	Step	Step	Min	Max	Budget Book	New Pay	Base	Step	Longevity	Total
DIR. OF PLAN & COMM DEVELOPMENT	1.00	MGMT	3	Mid	Mid	108,801	157,222	131,204	133,204	131,204	2,000	1,332	134,536
ECONOMIC DEVELOPMENT COORD	1.00	MTP	12	8	8	77,633	100,452	100,452	100,452	100,452	-	500	100,952
ASSISTANT DIRECTOR	1.00	MTP	12	8	8	77,633	100,452	98,637	100,452	96,823	3,629	-	100,452
SENIOR PLANNER	1.00	MTP	8	3	4	63,306	81,914	78,951	69,420	66,910	2,510	-	69,420
SUSTAINABILITY MANAGER	1.00	MTP	11	5	6	71,882	93,012	81,914	84,848	81,781	3,067	-	84,848
OFFICE MANAGER	1.00	OFFA	6	6	7	44,851	59,058	52,941	54,926	52,941	1,985	-	54,926
ENVIRONMENTAL PLANNER	1.00	MTP	6	6	6	58,531	75,735	72,997	70,359	67,817	2,542	-	70,359
CDBG ADMINISTRATOR	1.00	ATP	6	7	7	57,666	75,639		71,918	69,319	2,599	-	71,918
SENIOR TRANSPORTATION PLANNER	1.00	MTP	11	8	8	71,882	93,012	89,650	93,012	89,650	3,362	-	93,012
APPROPRIATION TOTAL:								706,746	778,591	756,897	21,694	1,832	780,423
Less: Urban Renewal Fund								(10,000)	(10,000)	(10,000)	-	-	(10,000)
Less: Conservation Commission	(0.10)							(7,300)	(7,036)	(6,782)	(254)	-	(7,036)
Less: CDBG Planning Offset	(0.58)							(52,868)	(53,607)	(52,360)	(1,247)	(95)	(53,702)
Less: CDBG Administrative Offset	(1.00)							-	(71,918)	(69,319)	(2,599)	-	(71,918)
Less: School Offset	(0.50)							(40,957)	(42,424)	(40,891)	(1,534)	-	(42,425)
TAXATION TOTAL:	6.82							595,621	593,606	577,545	16,060	1,737	595,342

**Appendix B
Budgets**

12	BOARD OF REGISTRARS	2009	2010	2011	2012	\$ change	% change
	Personnel Services	50,416	44,173	45,273	45,273	0	0.00%
	Expenses	15,500	14,600	14,600	12,590	(2,010)	-13.77%
	TOTAL	65,916	58,773	59,873	57,863	(2,010)	-3.36%
		6.68%	-10.84%	1.87%	-3.36%		
	<u>Detail of Personnel Services:</u>						
	Registrar	1,500	1,500	1,500	1,500	0	0.00%
	Registrars of Voters (3PT)	1,500	1,500	1,500	1,500	0	0.00%
	Moderator	500	500	500	500	0	0.00%
	Assistant Registrar of Voters	38,416	39,573	39,573	39,573	0	0.00%
	Ass't Registrars (PT)(0)	5,000				0	
	BASE SALARY + STEPS	46,916	43,073	43,073	43,073	0	0.00%
	Overtime	3,000	600	1,700	1,700	0	0.00%
	Longevity	500	500	500	500	0	0.00%
	TOTAL PERSONNEL SERVICES	50,416	44,173	45,273	45,273	0	0.00%
	<i>* FY2012 budget for 2 elections</i>						

13	PARKING	2009	2010	2011	2012	\$ change	% change
	Personnel Services	75,308	77,525	77,525	77,525	0	0.00%
	Expenses	23,935	28,935	28,935	28,935	0	0.00%
	TOTAL	99,243	106,460	106,460	106,460	0	0.00%
		9.34%	7.27%	0.00%	0.00%		
	<u>Detail of Personnel Services:</u>						
	Parking Clerk	18,122	18,668	18,668	18,668	0	0.00%
	Data Input Operator/Clerk	55,486	57,157	57,157	57,157	0	0.00%
	BASE SALARY + STEPS	73,608	75,825	75,825	75,825	0	0.00%
	Overtime	1,000	1,000	1,000	1,000	0	0.00%
	Longevity	700	700	700	700	0	0.00%
	TOTAL PERSONNEL SERVICES	75,308	77,525	77,525	77,525	0	0.00%

14	PLANNING & COMMUNITY DEV'T	2009	2010	2011	2012	\$ change	% change
	Personnel Services	254,780	263,826	237,010	222,579	(14,431)	-6.09%
	Expenses	6,570	6,570	19,570	25,070	5,500	28.10%
	SUB TOTAL	261,350	270,396	256,580	247,649	(8,931)	-3.48%
	Central School Allocation	(22,548)	(23,228)	(23,228)	(23,228)	0	0.00%
	Comm Dev Block Grant	(7,536)	(7,759)			0	
	Con. Comm. Fees & Fines Account	(3,000)	(3,000)	(2,000)	(4,000)	(2,000)	100.00%
	TOTAL	228,266	236,409	231,352	220,421	(10,931)	-4.72%
		9.33%	3.57%	-2.14%	-4.72%		
	<u>Detail of Personnel Services:</u>						
	Director	103,515	106,579	99,421	99,421	0	0.00%
	Ass't Director	75,517	79,223	63,378		(63,378)	-100.00%
	Dir of Housing & Disability (PT)				34,601		
	Conservation Commission Administrator	26,510	27,305	27,305	27,305	0	0.00%
	Plan & Comm. Devel. Asst (PT)				14,500		
	Administrative Aide	45,097	46,455	46,455	46,455	0	0.00%
	BASE SALARY + STEPS	250,639	259,562	236,560	222,279	(14,281)	-6.04%
	Longevity	4,141	4,264	450	300	(150)	-33.33%
	TOTAL PERSONNEL SERVICES	254,780	263,826	237,010	222,579	(14,431)	-6.09%

From: "Adam Chapdelaine" <AChapdelaine@town.arlington.ma.us>
To: "Chris Loreti" <cloreti@verizon.net>, cfoskett@town.arlington.ma.us, DMckenna@town.arlington.ma.us, AJones@town.arlington.ma.us, scmarlingtontmm@gmail.com
Cc: SDecourcey@town.arlington.ma.us, DMahon@town.arlington.ma.us, JHurd@town.arlington.ma.us, LDiggins@town.arlington.ma.us, ehelmuth@town.arlington.ma.us, tbradley@town.arlington.ma.us
Date: 02/24/2022 10:36 AM
Subject: Re: Arlington Planning Department Budget 2012 vs. 2023

Members of the Finance Committee,

I'd like to take an opportunity to respond to the concerns raised by Mr. Loreti and provide context and perspective regarding the proposed budget for the Department of Planning & Community Development (DPCD).

To start, as Finance Committee members well know, departmental operating budgets are not built in a vacuum and are the result of a great deal of input, consideration and work by both staff and appointed officials. In particular, the DPCD budget is influenced by the goals set by the Select Board and Town Manager as well as service level requests and staffing needs as presented by the Conservation Commission.

With that said, I'll start by pointing out that the figures for FY2012 presented by Mr. Loreti were inaccurate. It seems that the figures he provided were from a draft version of the budget which was shared prior to the successful passage of the operating override in 2011. The actual DPCD budget as was adopted by Town Meeting has been attached for your review. Based on that, here is an accurate summary of the comparative figures:

2012: \$266,093

2012 adjusted for inflation to current dollars* \$338,041

2023 proposed: \$595,342

*US Bureau of Labor Statistics February 2011 vs. January 2022 - https://www.bls.gov/data/inflation_calculator.htm

Based on this, the delta between FY2012 as adjusted vs. FY2023 is **\$257,301**.

This increase/delta is driven by four key changes:

The Town has had a Sustainability Manager (formerly Energy Manager) since FY2013 and for many of those years, the position was budgeted in DPW and then the Facilities Department. Starting in FY2020, the position was moved to DPCD as it better aligned with the Town's goals of planning to achieve Net Zero by 2050. In the FY2023 budget, this position is budgeted for **\$84,848**. So, it is clear that this is not an increase in spending, but rather a shift in where the position is budgeted.

Five years ago (FY2018), in response to increasing demand for climate resiliency efforts and to best prepare for state grants focused on climate resiliency, the part-time Conservation Commission Administrator role was enhanced to become a full-time Environmental Planner. The difference between the previously budgeted role and the Environmental Planner role as budgeted in FY2023 is **\$43,054**. This position has been directly responsible for the Town earning **\$1,427,506.50** in grant funding over the past five years.

Additionally, four years ago (FY2019), the Town created a Senior Transportation Planner position to better meet the growing needs of residents and neighborhoods regarding traffic safety and transportation planning. This position is budgeted at **\$93,012** in FY2023. The Select Board goals have regularly called for investment in and improvement of our transportation assets, so this position clearly aligns with these goals. This position has been directly responsible for the Town earning **\$1,330,962.95** in grant funding over the past four years.

Finally, several years ago, the town reinstated that Assistant Director position, which had been part of the Department for many, many years, by upgrading the Director of Housing and Disability position that was listed in FY2012 and making it an Assistant Director position. The increase due to this change from

FY2012 to FY2023 is **\$65,851**.

Overall, the total of the changes described above is **\$286,765**, which fully accounts for, and actually exceeds, the inflationary adjusted delta between FY2012 and FY2023. Reasonable minds can certainly disagree on where the Town should invest in staffing resources, but as you can see from the information shared above, the staffing of DPCD ties directly to demonstrated need within the community and aligns with goals as set by the governing body of the Town.

I would be happy to engage further in this discussion with the Finance Committee as is appropriate.

Best,

Adam W. Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476
(781) 316-3010

Arlington values equity, diversity, and inclusion. We are committed to building a community where everyone is heard, respected, and protected.

From: Chris Loreti <cloreti@verizon.net>
To: cfoskett@town.arlington.ma.us, DMckenna@town.arlington.ma.us, AJones@town.arlington.ma.us, scmarlingtontmm@gmail.com
Cc: Adam Chapdelaine <achapdelaine@town.arlington.ma.us>, SDecourcey@town.arlington.ma.us, DMahon@town.arlington.ma.us, JHurd@town.arlington.ma.us, LDiggins@town.arlington.ma.us, ehelmmuth@town.arlington.ma.us, tbradley@town.arlington.ma.us
Date: Tue, 22 Feb 2022 20:25:05 -0500
Subject: Arlington Planning Department Budget 2012 vs. 2023

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Finance Committee Chair Foscett and colleagues:

I am writing concerning the 2023 budget under consideration for Arlington's Planning Department staff, and the growth of that budget over the last decade. Attached to this message you will see two files, one is the budget presented to the 2012 Town Meeting, the other is the budget for 2023, as I understand it is being proposed.

Here are the relevant figures for total Planning Department Personnel Services budget derived from those files:

2012: \$222, 558
2012 adjusted for inflation to current dollars \$272,570
2023 proposed: \$595,342

As you can see, the budget has increased by a factor of more than doubled in constant dollars over 11 years. What justifies this increase? An expanding town? An expanding need for planning services?

I think not. The simple answer is that Town leadership (Select Board and Town Manager) simply lack the ability or will to control spending. But in our Town Manager form of local government, isn't it the role of the Finance Committee to serve a check on this kind of unchecked spending growth?

I call on the Finance Committee to exercise its responsibility to carefully review this requested budget and explain to Town Meeting and the town at large how such an increase can be justified, if indeed it can be. (And "we have the money" is not an acceptable justification for me.) If not, then I believe it is the Finance Committee's duty to recommend to Town Meeting a budget only as large as it can justify based on the actual needs of the town.

Thank you for considering these comments.

Chris Loreti
56 Adams St.

Attachments:

File: ATT00003.txt	Size: 7k	Content Type: text/plain
File: ATT00004.html (Shown Inline)	Size: 13k	Content Type: text/html
File: FY2012_withOverride.pdf	Size: 73k	Content Type: application/pdf

Appendix B
Budgets

12	BOARD OF REGISTRARS	2009	2010	2011	2012	\$ change	% change
	Personnel Services	50,416	44,173	45,273	45,273	0	0.00%
	Expenses	15,500	14,600	14,600	12,590	(2,010)	-13.77%
	TOTAL	65,916	58,773	59,873	57,863	(2,010)	-3.36%
		6.68%	-10.84%	1.87%	-3.36%		
	<u>Detail of Personnel Services:</u>						
	Registrar	1,500	1,500	1,500	1,500	0	0.00%
	Registrars of Voters (3PT)	1,500	1,500	1,500	1,500	0	0.00%
	Moderator	500	500	500	500	0	0.00%
	Assistant Registrar of Voters	38,416	39,573	39,573	39,573	0	0.00%
	Ass't Registrars (PT)(0)	5,000				0	
	BASE SALARY + STEPS	46,916	43,073	43,073	43,073	0	0.00%
	Overtime	3,000	600	1,700	1,700	0	0.00%
	Longevity	500	500	500	500	0	0.00%
	TOTAL PERSONNEL SERVICES	50,416	44,173	45,273	45,273	0	0.00%
	<i>* FY2012 budget for 2 elections</i>						

13	PARKING	2009	2010	2011	2012	\$ change	% change
	Personnel Services	75,308	77,525	77,525	77,525	0	0.00%
	Expenses	23,935	28,935	28,935	28,935	0	0.00%
	TOTAL	99,243	106,460	106,460	106,460	0	0.00%
		9.34%	7.27%	0.00%	0.00%		
	<u>Detail of Personnel Services:</u>						
	Parking Clerk	18,122	18,668	18,668	18,668	0	0.00%
	Data Input Operator/Clerk	55,486	57,157	57,157	57,157	0	0.00%
	BASE SALARY + STEPS	73,608	75,825	75,825	75,825	0	0.00%
	Overtime	1,000	1,000	1,000	1,000	0	0.00%
	Longevity	700	700	700	700	0	0.00%
	TOTAL PERSONNEL SERVICES	75,308	77,525	77,525	77,525	0	0.00%

14	PLANNING & COMMUNITY DEV'T	2009	2010	2011	2012	\$ change	% change
	Personnel Services	254,780	263,826	237,010	293,518	56,508	23.84%
	Expenses	6,570	6,570	19,570	25,070	5,500	28.10%
	SUB TOTAL	261,350	270,396	256,580	318,588	62,008	24.17%
	Central School Allocation	(22,548)	(23,228)	(23,228)	(23,228)	0	0.00%
	Comm Dev Block Grant	(7,536)	(7,759)			0	
	Con. Comm. Fees & Fines Account	(3,000)	(3,000)	(2,000)	(4,000)	(2,000)	100.00%
	TOTAL	228,266	236,409	231,352	291,360	60,008	25.94%
		9.33%	3.57%	-2.14%	25.94%		
	<u>Detail of Personnel Services:</u>						
	Director	103,515	106,579	99,421	99,421	0	0.00%
	Ass't Director	75,517	79,223	63,378		(63,378)	-100.00%
	Economic Dev't Coordinator/Ass't Director				70,939	70,939	
	Dir of Housing & Disability (PT)				34,601		
	Conservation Commission Administrator	26,510	27,305	27,305	27,305	0	0.00%
	Plan & Comm. Devel. Asst (PT)				14,500		
	Administrative Aide	45,097	46,455	46,455	46,455	0	0.00%
	BASE SALARY + STEPS	250,639	259,562	236,560	293,218	56,658	23.95%
	Longevity	4,141	4,264	450	300	(150)	-33.33%
	TOTAL PERSONNEL SERVICES	254,780	263,826	237,010	293,518	56,508	23.84%

From: Chris Loreti <cloreti@verizon.net>
To: cfoskett@town.arlington.ma.us, DMckenna@town.arlington.ma.us, AJones@town.arlington.ma.us, scmarlingtontmm@gmail.com
Cc: SDecourcey@town.arlington.ma.us, DMahon@town.arlington.ma.us, JHurd@town.arlington.ma.us, LDiggins@town.arlington.ma.us, ehelmuth@town.arlington.ma.us, tbradley@town.arlington.ma.us, Adam Chapdelaine <AChapdelaine@town.arlington.ma.us>
Date: 02/24/2022 05:48 PM
Subject: Re: Arlington Planning Department Budget 2012 vs. 2023

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Finance Committee Members:

Please allow me to clarify a few point from my earlier email and that of the Town Manager.

The 2012 Planning Department budget figure I cited came from page B5 of the Finance Committee Report I was provided as a Town Meeting Member:

Town of Arlington Massachusetts, Report of the Finance Committee: ANNUAL TOWN MEETING, Monday April 25, 2011, SPECIAL TOWN MEETING, Monday, May 9, 2011 (2011 Fin Com Report FINAL.doc, which you can see here at the Town Meeting website: <https://www.arlingtonma.gov/home/showpublisheddocument/9922/635658164769530000>)

The Town Manager is correct that the actual budget voted on June 8, 2011 the day after the June 7, 2011 override was the larger figure he cited: <https://www.arlingtonma.gov/home/showpublisheddocument/9924/635279107757270000> (which apparently was prepared on June 8, 2011, the same day as the Town Meeting vote).

This vote merely confirms what I wrote in my original email. The Town has gotten into a pattern of spending based on the funds available, rather than true need. Would anyone really have noticed any difference had the original rather than the revised budget been voted? With a Town Meeting that can be expected to rubber stamp whatever budget the Finance Committee recommends, the Finance Committee itself is the only body that can serve as a check on excessive spending. This is especially important in Arlington where the continuing, periodic overrides result in a tax revenue windfall every few years.

Regardless of whether you look at the the original 2012 budget, the revised and voted budget, or the budget for prior years, the town-funded staffing growth in the Planning Department over the past decade has been substantial. I believe staffing is greater than it has ever been in the 30 years I've lived in Arlington.

The energy manager position, originally shared with other towns, and only partly funded by Arlington has become full time. The part-time Conservation Administrator is now a full time position. The Transportation planning function, formerly one of the responsibilities of another planner, is now a separate, full-time position. (While not a Planning position, the same half-time to full-time transition occurred with the recycling coordinator.)

I believe that what the Town Manager calls "demonstrated needs" are actually demonstrated wants. No doubt it is fashionable for the Town to have a full-time Sustainability Manager and a full-time Environmental Planner. As someone who has spent a career working in the environmental field, I can tell you it would be extremely rare to find this level of staffing in a private company with a budget the size of Arlington's, particularly one that is primarily an office organization. (I would also add that it is inappropriate for the town to be independently pursuing Net Zero by 2050 when the state is already pursuing the same goal, and unlike the town, has the legal authority and institutional capacity to do so.)

The Town Manager tries to justify some of the staffing growth by the receipt of grant funding. Did the town not receive any grant funding when there were fewer Planning staff? And are the proposed levels really needed to continue such funding? These are questions the Finance Committee needs to ensure the Manager addresses.

The Town Manager is correct that reasonable minds can disagree on staffing resources. I hope the Finance Committee will not be afraid to do so, and will not hesitate to put the best financial interests of the town above the political interests of the Select Board and the professional interests of the Town Manger and his staff.

Thank you again for considering these comments.

Chris Loreti

On 2/24/2022 10:36 AM, Adam Chapdelaine wrote:

Members of the Finance Committee,

I'd like to take an opportunity to respond to the concerns raised by Mr. Loreti and provide context and perspective regarding the proposed budget for the Department of Planning & Community Development (DPCD).

To start, as Finance Committee members well know, departmental operating budgets are not built in a vacuum and are the result of a great deal of input, consideration and work by both staff and appointed officials. In particular, the DPCD budget is influenced by the goals set by the Select Board and Town Manager as well as service level requests and staffing needs as presented by the Conservation Commission.

With that said, I'll start by pointing out that the figures for FY2012 presented by Mr. Loreti were inaccurate. It seems that the figures he provided were from a draft version of the budget which was shared prior to the successful passage of the operating override in 2011. The actual DPCD budget as was adopted by Town Meeting has been attached for your review. Based on that, here is an accurate summary of the comparative figures:

2012: \$266,093
2012 adjusted for inflation to current dollars* \$338,041
2023 proposed: \$595,342

Based on this, the delta between FY2012 as adjusted vs. FY2023 is **\$257,301**.

This increase/delta is driven by four key changes:

The Town has had a Sustainability Manager (formerly Energy Manager) since FY2013 and for many of those years, the position was budgeted in DPW and then the Facilities Department. Starting in FY2020, the position was moved to DPCD as it better aligned with the Town's goals of planning to achieve Net Zero by 2050. In the FY2023 budget, this position is budgeted for **\$84,848**. So, it is clear that this is not an increase in spending, but rather a shift in where the position is budgeted.

Five years ago (FY2018), in response to increasing demand for climate resiliency efforts and to best prepare for state grants focused on climate resiliency, the part-time Conservation Commission Administrator role was enhanced to become a full-time Environmental Planner. The difference between the previously budgeted role and the Environmental Planner role as budgeted in FY2023 is **\$43,054**. This position has been directly responsible for the Town earning **\$1,427,506.50** in grant funding over the past five years.

Additionally, four years ago (FY2019), the Town created a Senior Transportation Planner position to better meet the growing needs of residents and neighborhoods regarding traffic safety and transportation planning. This position is budgeted at **\$93,012** in FY2023. The Select Board goals have regularly called for investment in and improvement of our transportation assets, so this position clearly aligns with these goals. This position has been directly responsible for the Town earning **\$1,330,962.95** in grant funding over the past four years.

Finally, several years ago, the town reinstated that Assistant Director position, which had been part of the Department for many, many years, by upgrading the Director of Housing and Disability position that was listed in FY2012 and making it an Assistant Director position. The increase due to this change from FY2012 to FY2023 is **\$65,851**.

Overall, the total of the changes described above is **\$286,765**, which fully accounts for, and actually exceeds, the inflationary adjusted delta between FY2012 and FY2023. Reasonable minds can certainly disagree on where the Town should invest in staffing resources, but as you can see from the information shared above, the staffing of DPCD ties directly to demonstrated need within the community and aligns with goals as set by the governing body of the Town.

I would be happy to engage further in this discussion with the Finance Committee as is appropriate.

Best,

Adam W. Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476
(781) 316-3010

Arlington values equity, diversity, and inclusion. We are committed to building a community where everyone is heard, respected, and protected.

From: Chris Loreti <cloreti@verizon.net>
To: cfoskett@town.arlington.ma.us, DMckenna@town.arlington.ma.us, AJones@town.arlington.ma.us, scmarlingtontmm@gmail.com
Cc: Adam Chapdelaine <achapdelaine@town.arlington.ma.us>, SDecourcey@town.arlington.ma.us, DMahon@town.arlington.ma.us, JHurd@town.arlington.ma.us, LDiggins@town.arlington.ma.us, ehelmuth@town.arlington.ma.us, tbradley@town.arlington.ma.us
Date: Tue, 22 Feb 2022 20:25:05 -0500
Subject: Arlington Planning Department Budget 2012 vs. 2023

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Finance Committee Chair Foscett and colleagues:

I am writing concerning the 2023 budget under consideration for Arlington's Planning Department staff, and the growth of that budget over the last decade. Attached to this message you will see two files, one is the budget presented to the 2012 Town Meeting, the other is the budget for 2023, as I understand it is being proposed.

Here are the relevant figures for total Planning Department Personnel Services budget derived from those files:

2012: \$222, 558

2012 adjusted for inflation to current dollars \$272,570

2023 proposed: \$595,342

As you can see, the budget has increased by a factor of more than doubled in constant dollars over 11 years. What justifies this increase? An expanding town? An expanding need for planning services?

I think not. The simple answer is that Town leadership (Select Board and Town Manager) simply lack the ability or will to control spending. But in our Town Manager form of local government, isn't it the role of the Finance Committee to serve a check on this kind of unchecked spending growth?

I call on the Finance Committee to exercise its responsibility to carefully review this requested budget and explain to Town Meeting and the town at large how such an increase can be justified, if indeed it can be. (And "we have the money" is not an acceptable justification for me.) If not, then I believe it is the Finance Committee's duty to recommend to Town Meeting a budget only as large as it can justify based on the actual needs of the town.

Thank you for considering these comments.

Chris Loreti
56 Adams St.

WARRANT FOR ANNUAL TOWN MEETING

ELECTION

Saturday, April 2, 2022



**ANNUAL TOWN MEETING
Monday, April 25, 2022**

TOWN OF ARLINGTON

TOWN WARRANT
THE COMMONWEALTH OF MASSACHUSETTS
Middlesex, ss.

To the Constables of the Town of Arlington, in said County:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Arlington qualified to vote in elections, to meet at the polling places designated for the several Precincts in said Town on

SATURDAY
THE SECOND DAY OF APRIL 2022

at eight o'clock in the forenoon, to act on the following articles, namely:

ARTICLE 1 TO ELECT BY BALLOT:

- A) **One Assessor for three years**
- B) **One Assessor for two years (to fill a vacancy)**
- C) **One Town Moderator for three years**
- D) **One Select Board Member for three years**
- E) **Two School Committee Members for three years**

Also, in accordance with the provisions of Chapter 43A of the General Laws, the number of Town Meeting Members hereinafter specified:

PRECINCT 1 -	Four for three years; One for one year (to fill a vacancy);
PRECINCT 2 -	Four for three years;
PRECINCT 3 -	Four for three years;
PRECINCT 4 -	Four for three years;
PRECINCT 5 -	Four for three years; Four for two years; Four for one year;
PRECINCT 6 -	Four for three years;
PRECINCT 7 -	Four for three years; Four for two years; Four for one year;
PRECINCT 8 -	Four for three years; Four for two years; Four for one year;
PRECINCT 9 -	Four for three years; Four for two years; Four for one year;
PRECINCT 10 -	Four for three years; Four for two years; Four for one year;
PRECINCT 11 -	Four for three years; Four for two years; Four for one year;
PRECINCT 12 -	Four for three years; One for two years (to fill a vacancy);
PRECINCT 13 -	Four for three years; Four for two years; Four for one year;
PRECINCT 14 -	Four for three years; One for two years (to fill a vacancy);
PRECINCT 15 -	Four for three years; Four for two years; Four for one year;
PRECINCT 16 -	Four for three years; Four for two years; Four for one year;
PRECINCT 17 -	Four for three years; Four for two years; Four for one year;
PRECINCT 18 -	Four for three years; Four for two years; Four for one year;
PRECINCT 19 -	Four for three years;
PRECINCT 20 -	Four for three years;
PRECINCT 21 -	Four for three years; One for one year (to fill a vacancy).

For these purposes, the polls will be opened at eight o'clock A.M. and remain open until eight o'clock P.M., at each of the polling places designated, viz.:

- Precinct 1** Thompson School, 187 Everett Street
- Precinct 2 Hardy School, 52 Lake Street (entrance on Brooks Avenue)
- Precinct 3 Thompson School, 187 Everett Street
- Precinct 4 Hardy School, 52 Lake Street (entrance on Brooks Avenue)
- Precinct 5 Thompson School, 187 Everett Street
- Precinct 6 Hardy School, 52 Lake Street (entrance on Brooks Avenue)
- Precinct 7 Town Hall, 730 Massachusetts Avenue (beside Robbins Library)
- Precinct 8 Town Hall, 730 Massachusetts Avenue (beside Robbins Library)
- Precinct 9 Bishop School, 25 Columbia Road (entrance on Stowecroft Road)
- Precinct 10 Town Hall, 730 Massachusetts Avenue (beside Robbins Library)
- Precinct 11 Bishop School, 25 Columbia Road (entrance on Stowecroft Road)
- Precinct 12 Brackett School, 66 Eastern Avenue (Left at Water Tower at top of Park Avenue)
- Precinct 13 Stratton School, 180 Mountain Avenue
- Precinct 14 Brackett School, 66 Eastern Avenue (Left at Water Tower at top of Park Avenue)
- Precinct 15 Stratton School, 180 Mountain Avenue
- Precinct 16 Dallin School, 185 Florence Avenue (off Park Avenue)
- Precinct 17 Peirce School, 85 Park Ave. Extension (entrance on Newland Road)
- Precinct 18 Dallin School, 185 Florence Avenue (off Park Avenue)
- Precinct 19 Peirce School, 85 Park Ave. Extension (entrance on Newland Road)
- Precinct 20 Dallin School, 185 Florence Avenue (off Park Avenue)
- Precinct 21 Peirce School, 85 Park Ave. Extension (entrance on Newland Road)

You are also required to notify and warn the said inhabitants to meet **virtually** on Monday the 25th day of April 2022, at eight o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members, in accordance with and subject to the referenda provided for by Chapter 43A of the General Laws. For more information visit <https://www.arlingtonma.gov/>

ARTICLE 2 STATE OF THE TOWN ADDRESS

To hear the Chair of the Select Board review important events in the past year in Arlington and preview expectations for next year.

(Inserted at the request of Envision Arlington)

ARTICLE 3 REPORTS OF COMMITTEES

To receive, hear, and act upon the reports of the Select Board, Finance Committee, Redevelopment Board, School Committee and other committees, commissions, and boards heretofore appointed, or dissolve any inactive committees; and take any action related thereto.

(Inserted at the request of the Town Moderator)

ARTICLE 4 APPOINTMENT OF MEASURER OF WOOD AND BARK

To choose and appoint all the usual Town Officers not hereinbefore mentioned, in such a manner as the Town may determine; or take any action related thereto.

(Inserted by the Select Board)

ARTICLE 5 ELECTION OF ASSISTANT TOWN MODERATOR

To elect a Town Meeting Member as Assistant Moderator for a term of one year, as provided in Title I, Article 1, Section 11.A, of the Bylaws; or take any action related thereto.

(Inserted at the request of the Town Moderator)

ARTICLE 6 BYLAW AMENDMENT/UPDATING HUMAN RIGHTS
COMMISSION BYLAW

To see if the Town will vote to amend Title II, Article 9 of the Town Bylaws (“Human Rights Commission”) to update and amend its preamble, policy, procedures, definitions, and administrative provisions, including but not limited to clarifying: the Commission’s role in responding to both incidents and complaints, bylaw provisions for professional staff support, and the Commission’s powers, procedures, and responsibilities in investigating and seeking to resolve complaints; or take any action related thereto.

(Inserted at the Request of the Human Rights Commission)

ARTICLE	BYLAW AMENDMENT/YOUTH AND YOUNG ADULT ADVISORY BOARD
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
16	16
17	17
18	18
19	19
20	20
21	21
22	22
23	23
24	24
25	25
26	26
27	27
28	28
29	29
30	30
31	31
32	32
33	33
34	34
35	35
36	36
37	37
38	38
39	39
40	40
41	41
42	42
43	43
44	44
45	45
46	46
47	47
48	48
49	49
50	50
51	51
52	52
53	53
54	54
55	55
56	56
57	57
58	58
59	59
60	60
61	61
62	62
63	63
64	64
65	65
66	66
67	67
68	68
69	69
70	70
71	71
72	72
73	73
74	74
75	75
76	76
77	77
78	78
79	79
80	80
81	81
82	82
83	83
84	84
85	85
86	86
87	87
88	88
89	89
90	90
91	91
92	92
93	93
94	94
95	95
96	96
97	97
98	98
99	99
100	100

To see if the Town will vote to amend Title II of the Town Bylaws to establish a new Youth and Young Adult Advisory Board, establish its membership, duties and responsibilities; or take any action related thereto.

(Inserted at the request of the Town Manager)

ARTICLE	BYLAW	AMENDMENT/CIVILIAN	POLICE	ADVISORY
	COMMISSION			

To see if the Town will vote to amend the Town Bylaws to establish a Commission to provide a public forum for feedback on policing in the Town, to educate the public about their options for filing complaints and commendations regarding police conduct, to guide community members in filing complaints and commendations, to work with the Arlington Police Department to analyze and publish data on policing, and to comment on police policies and procedures; setting forth the membership, duties and responsibilities, administration, and requirements of such Commission; or take any action related thereto.

(Inserted at the Request of the Police Civilian Advisory Board Study Committee)

**ARTICLE BYLAW AMENDMENT ACHIEVING NET ZERO
GREENHOUSE GAS EMISSIONS FROM TOWN FACILITIES
CONSISTENT WITH THE TOWN OF ARLINGTON'S NET ZERO
ACTION PLAN**

To see if the Town will vote to update and replace Title I Article 16, Section 4 (“LEED”) to effectuate a policy of eliminating greenhouse gas emissions from municipal buildings consistent with the Town’s Net Zero Action Plan; or take any action related thereto.

(Inserted at the request of the Clean Energy Future Committee)

ARTICLE	BYLAW AMENDMENT/	TREE	PRESERVATION	AND
	PROTECTION			

To see if the Town will vote to amend the Town Bylaws, Title V Regulations Upon the Use of Private Property, Article 16: Tree Protection and Preservation, Section 2, Definitions, to change the definitions of: “Demolition” to be more specific about activities that can damage protected trees, “Protected Tree” to increase the number of trees protected, and “Tree Plan” to require certification by a landscape professional; and further, to amend Section 4, par. B, to add the requirement of an affidavit that no Tree Plan is required, if applicable; or take any action related thereto.

(Inserted at the request of the Tree Committee)

ARTICLE BYLAW AMENDMENT/DOMESTIC PARTNERSHIPS

To see if the Town will vote to amend Title I Article 23 of the Town Bylaws to define the parameters of domestic partnerships in Arlington; modify the process for registering, amending, withdrawing from, and

terminating a domestic partnership in Arlington; specify employment benefits with relation to domestic partnerships; or take any action related thereto.

(Inserted at the request of the LGBTQIA+ Rainbow Commission)

**ARTICLE BYLAW AMENDMENT/SINGLE USE PLASTIC WATER BOTTLE
REGULATION**

To see if the Town will vote to amend Title VIII of the Town Bylaws by adding a new section to prohibit the sale of bottled water in single-use plastic bottles, establish criteria for such prohibition, and provide for enforcement of and exemptions from such a bylaw; or take any action related thereto.

(Inserted at the request of the Zero Waste Arlington Committee)

ARTICLE	BYLAW AMENDMENT/PROHIBIT	THE USE OF FACE
	SURVEILLANCE	

To see if the Town will vote to amend Title I of the Town Bylaws to prohibit the use of face surveillance by the Town of Arlington, including departments and officials; or take any action related thereto.

(Inserted at the request of Ezra Fischer and ten registered voters)

ARTICLE	VOTE/ESTABLISH A COMMITTEE ON INSURANCE COSTS AND ISSUES
1	10
2	10
3	10
4	10
5	10
6	10
7	10
8	10
9	10
10	10
11	10
12	10
13	10
14	10
15	10
16	10
17	10
18	10
19	10
20	10
21	10
22	10
23	10
24	10
25	10
26	10
27	10
28	10
29	10
30	10
31	10
32	10
33	10
34	10
35	10
36	10
37	10
38	10
39	10
40	10
41	10
42	10
43	10
44	10
45	10
46	10
47	10
48	10
49	10
50	10
51	10
52	10
53	10
54	10
55	10
56	10
57	10
58	10
59	10
60	10
61	10
62	10
63	10
64	10
65	10
66	10
67	10
68	10
69	10
70	10
71	10
72	10
73	10
74	10
75	10
76	10
77	10
78	10
79	10
80	10
81	10
82	10
83	10
84	10
85	10
86	10
87	10
88	10
89	10
90	10
91	10
92	10
93	10
94	10
95	10
96	10
97	10
98	10
99	10
100	10

To see if the Town will vote to establish a committee to examine current issues related to insurance, and undertake a survey of the costs of auto and property insurance premiums and claims of Arlington residents. These issues shall include, but not be limited to, cost and efficiency, the possibility of consolidation, and timely public access to information; or take any action related thereto.

(Inserted at the request of Andrew Fischer and ten registered voters)

ARTICLE **BYLAW AMENDMENT/NOISE ABATEMENT**

To see if the town will vote to amend the Town Bylaws by replacing Title V Article 12 Noise Abatement with Title VIII Article 11 Noise Abatement, and to further regulate non-emergency work by the Arlington Department of Public Works, public utilities, and/or their contractors, or take any action related thereto.

(Inserted at the request of Paul Schlichtman and ten registered voters)

**ARTICLE BYLAW AMENDMENT/NOISE REGULATIONS FOR GAS
POWERED LEAF BLOWERS**

To see if the Town will vote to amend Title V, Article 12 (“Noise Abatement”) to further regulate or prohibit the use of internal combustion powered leaf blowers; or take any action related thereto.

(Inserted at the request of Anne Goodwin, Alicia Russell and ten registered voters)

**ARTICLE BYLAW AMENDMENT/CONVERSION OF GAS STATION
DISPENSING PUMPS TO SELF SERVICE OPERATION**

To amend the existing bylaw requiring gas station owners to have an attendant pump gasoline to a self service gas station operation without the need for a gas station attendant to do so; or take any action related thereto.

(Inserted at the request of Elias Elkhaouli and ten registered voters)

**ARTICLE BYLAW AMENDMENT/PHASE OUT OF CERTAIN TOXIC
RODENTICIDES ON PUBLIC/Private PROPERTY, WITH
REPORTING REQUIREMENT AND PUBLIC EDUCATION**

To see if the Town will vote to amend Title VIII of the Town Bylaws to add a new Article that 1) by January 1, 2024 phases out the use and application of certain rodenticides, including second generation

anticoagulant rodenticides (SGARs), either by Town employees or by private contractors on all private and public property in the Town of Arlington except as allowed by the Board of Health to remediate a public health condition; 2) requires all licensed certified applicators of rodenticides to provide written notification to the Board of Health whenever certain rodenticides, including SGARs, are used within the Town; provides for both waivers and penalties for compliance; 3) provides for educating the public about Integrated Pest Management (IPM) best practices and the hazards of rodenticides to human health and the ecosystem during but not limited to licensing, permitting, and inspectional activities; and further establishes such definitions and provisions necessary to effectuate such a bylaw; or take any action related thereto.

(Inserted at the request of Elaine Crowder and ten registered voters)

ARTICLE VOTE/STREET NAME “MAGLIOZZI BOULEVARD”

To see if the Town will vote to designate an unnamed public way, located between 49 Spring Street and the Route 2 Frontage Road, as Magliozzi Boulevard, or take any action related thereto.

(Inserted at the request of Paul Schlichtman and ten registered voters)

ARTICLE VOTE/CODE ENFORCEMENT

To see if the Town will vote to grant enforcement power to a Code Enforcement Officer, in the Department of Planning & Community Development, for the purpose of enforcing provisions of the Town Bylaws and Zoning Bylaws that do not pertain to building standards, or take any action related thereto.

(Inserted at the request of Paul Schlichtman and ten registered voters)

ARTICLE VOTE/ EXTENSION OF YOUTH AND YOUNG ADULT ADVISORY BOARD, COMMISSION, OR COMMITTEE STUDY COMMITTEE

To see if the Town will vote to extend the timeframe of the Youth and Young Adult Advisory Board Study Committee from the 2022 Annual Town Meeting until the 2023 Annual Town Meeting; maintain such Committee’s duties and responsibilities; and allow it to report its recommendation to the 2023 Annual Town Meeting; or take any action related thereto.

(Inserted at the request of the Youth and Young Adult Advisory Board, Commission or Committee Study Committee)

ARTICLE VOTE/ESTABLISHMENT OF TOWN COMMITTEE TO EXAMINE BUDGETARY IMPACT OF OVERNIGHT PARKING

To see if the Town will vote to establish a Committee of the Town Meeting to examine the cost of enforcement of the town’s prohibition of overnight parking, and revenues collected through fines and permits. The committee will report recommendations for the equitable and efficient administration and enforcement of the overnight parking prohibition, or take any action related thereto.

(Inserted at the request of Paul Schlichtman and ten registered voters)

ARTICLE VOTE/BOARD OF YOUTH SERVICES UPDATES

To see if the Town Will vote to amend the Board of Youth Services’ organization, name, mission, and terms, including, but not limited to, changing its name, removing residency restrictions for members and updating board operations; or take any action related thereto.

(Inserted at the request of Board of Youth Services)

To see if the Town will vote to authorize and request the Select Board to file Home Rule Legislation to amend the Town Manager Act sections 31 (Estimates of Expenditures) and/or 32 (Preparation of and Annual Budget and Final Budget) so as to afford additional time for the Town Manager to submit, and the Select Board and Finance Committee to consider financial estimates and budget documents required by such sections; or take any action related thereto.

To see if the Town will vote to authorize and request the Select Board to file Home Rule Legislation to permit early voting options for Town elections, or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 5 DISTRICT REGULATIONS to encourage pedestrian activity, maintain an active street, and limit the amount of ground floor retail space occupied by banks, offices, lobbies, and other non-active uses, when feasible; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 2 DEFINITIONS and Section 6 SITE DEVELOPMENT STANDARDS to require street tree plantings for every 25 feet of property facing a street, when feasible; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 2 DEFINITIONS and Section 6 SITE DEVELOPMENT STANDARDS to allow for and require installation of solar energy systems for buildings subject to Environmental Design Review with certain exceptions; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to make the following administrative corrections:

1. Amend Section 3.4.3. (D) Arlington Redevelopment Board procedures to update simple majority voting quantum pursuant to M.G.L. c.40A sec 9.
2. Amend Section 6.1.5. C (6) to add "if otherwise not required" or similar to the end of the clause;
3. Strike Section 8.1.4. (E) to eliminate duplication between Section 8.1.4(E) and Section 8.1.5.;
4. Add "Group Home" to the "Definitions Associated with Dwelling" in Section 2 DEFINITIONS;
5. Add "Accessory Dwelling Unit" to the "Definitions Associated with Dwelling" in Section 2 DEFINITIONS; or take any action related thereto.

6

To see if the Town will vote to amend the Zoning Bylaw to update Section 3.2.3 Rules and Regulations to allow the Zoning Board of Appeals to amend its own rules and regulations; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 2 DEFINITIONS and add a new subsection under Section 5.3 to clarify how the area of a half story is to be calculated; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 2 DEFINITIONS and Section 5.3.9 Projections into Minimum Yards to further define what constitutes a porch and include porches to the list of allowable projections into minimum yards; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 5.3.9 Projections into Minimum Yards to require a special permit before floor area in a setback is enclosed; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 5.4.2 Large Additions to clarify how the applicable area is to be calculated; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw to update Section 8.1.5 Unsafe Structure to define who may make the determination that a structure is unsafe; or take any action related thereto.

**ARTICLE ZONING BYLAW AMENDMENT/TWO FAMILY
CONSTRUCTION ALLOWED BY RIGHT IN R0 AND R1
RESIDENTIAL ZONES**

To see if the Town will vote to or take any action related thereto: To amend Section 5.4 of the Zoning Bylaw by amending definitions and expanding allowable residential uses in the R0 Large Lot Single-Family District and R1 Single-Family District with the goal of diversifying the housing stock; or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw in Section 5.5.2 to increase the Maximum Floor Area Ratio (FAR) allowed for mixed use structures in the Business districts, or take any action related thereto.

7

To see if the Town will vote to rezone the parcels identified in the affixed table and represented by the proposed map affixed hereto from their current respective Residential zoning districts to the Business District 3 (B3); or take any action related thereto.

ARTICLE	ZONING	BYLAW	AMENDMENT/APARTMENT	PARKING
				MINIMUMS

To see if the Town will vote to amend the Zoning Bylaw to reduce or remove minimum vehicular parking requirements for Apartment Building uses; or take any action related thereto.

ARTICLE ZONING BYLAW AMENDMENT/OPEN SPACE USES

To see if the Town will vote to amend the Zoning Bylaw to expand the allowed uses in the Open Space district; or take any action related thereto.

**ARTICLE ZONING BYLAW AMENDMENTS/ZONING MAP AMENDMENT
REQUIREMENTS**

To see if the Town will vote to amend Section 1.5 of the Zoning Bylaw to modify or remove the requirement to notify abutters of a zoning map amendment; or take any action related thereto.

ARTICLE ZONING BYLAW AMENDMENT/RESTAURANT USES

To see if the Town will vote to amend the Zoning Bylaw to change the square footage threshold above which a restaurant use requires a special permit; or take any action related thereto.

ARTICLE ZONING BYLAW AMENDMENT/APPEALS

To see if the Town will vote to amend Section 3.1 of the Zoning Bylaw to provide for a right of appeal for any person who has requested enforcement of the Zoning Bylaw, in cases where the alleged violation has not been abated, and/or to require civil proceedings to enforce the Zoning Bylaws be initiated; or take any action related thereto.

ARTICLE LOCAL OPTION TAXES

To see if the Town will vote to accept any local option taxes or other revenue raising options, which are made available to cities and towns through enactments of the legislature, by state regulation or court action, or take any action related thereto.

ARTICLE	APPROPRIATION/OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND
1000	1000
1001	1001
1002	1002
1003	1003
1004	1004
1005	1005
1006	1006
1007	1007
1008	1008
1009	1009
1010	1010
1011	1011
1012	1012
1013	1013
1014	1014
1015	1015
1016	1016
1017	1017
1018	1018
1019	1019
1020	1020
1021	1021
1022	1022
1023	1023
1024	1024
1025	1025
1026	1026
1027	1027
1028	1028
1029	1029
1030	1030
1031	1031
1032	1032
1033	1033
1034	1034
1035	1035
1036	1036
1037	1037
1038	1038
1039	1039
1040	1040
1041	1041
1042	1042
1043	1043
1044	1044
1045	1045
1046	1046
1047	1047
1048	1048
1049	1049
1050	1050
1051	1051
1052	1052
1053	1053
1054	1054
1055	1055
1056	1056
1057	1057
1058	1058
1059	1059
1060	1060
1061	1061
1062	1062
1063	1063
1064	1064
1065	1065
1066	1066
1067	1067
1068	1068
1069	1069
1070	1070
1071	1071
1072	1072
1073	1073
1074	1074
1075	1075
1076	1076
1077	1077
1078	1078
1079	1079
1080	1080
1081	1081
1082	1082
1083	1083
1084	1084
1085	1085
1086	1086
1087	1087
1088	1088
1089	1089
1090	1090
1091	1091
1092	1092
1093	1093
1094	1094
1095	1095
1096	1096
1097	1097
1098	1098
1099	1099
1100	1100
1101	1101
1102	1102
1103	1103
1104	1104
1105	1105
1106	1106
1107	1107
1108	1108
1109	1109
1110	1110
1111	1111
1112	1112
1113	1113
1114	1114
1115	1115
1116	1116
1117	1117
1118	1118
1119	1119
1120	1120
1121	1121
1122	1122
1123	1123
1124	1124
1125	1125
1126	1126
1127	1127
1128	1128
1129	1129
1130	1130
1131	1131
1132	1132
1133	1133
1134	1134
1135	1135
1136	1136
1137	1137
1138	1138
1139	1139
1140	1140
1141	1141
1142	1142
1143	1143
1144	1144
1145	1145
1146	1146
1147	1147
1148	1148
1149	

To see if the Town will vote to accept into the Other Post Employment Benefits (OPEB) Trust Fund, established by Chapter 161 of the Acts of 2005, an appropriation of funds and/or the transfer of additional monies that the Town may deem advisable from other sources in order to administer and fund its OPEB obligations *and administrative costs* as described in said Chapter 161 of the Acts of 2005; determine how the monies shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee and the Contributory Retirement Board)

To see if the Town will vote to transfer a sum of money to the Cemetery Commissioners for the improvement of Town cemeteries, said sum shall be taken from the Mt. Pleasant Cemetery “Sale of Lots and Graves” and/or “Perpetual Care Funds”; or take any action related thereto.

To see if the Town will vote to appropriate a sum of money from previous years overlay reserve surplus accounts, determine to what purpose this appropriation shall be made; or take any action related thereto.

To see if the Town will make an appropriation to or from the Fiscal Stability Stabilization Fund created under Article 65 of the 2005 Annual Town Meeting or any other enabling action of Town Meeting in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

To see if the Town will make an appropriation to the Long Term Stabilization Fund in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

To see if the Town will vote to authorize the taking of a sum of money voted for appropriations heretofore made at the Town Meeting under the Warrant and not voted to be borrowed from available funds in the Treasury, and authorize the Assessors to use free cash in the Treasury to that amount in the determination of the tax rate for the Fiscal Year beginning July 1, 2022; or take any action related thereto.

To see if the Town will vote to appropriate or transfer a sum or sums of money for the support of public, educational, and/or governmental (“PEG”) access cable television services, said sum or sums to be provided for by the cable franchise agreements and cable licensing fees, detailed in an operational cost, building expenses, and capital expense budget, and expended under the direction of the Town Manager; or take any action related thereto.

To see if the Town will vote to endorse the application for Federal Fiscal Year 2023 prepared by the Town Manager and Select Board under the Housing and Community Development Act of 1974 (PL 93-383) as amended; or take any action related thereto.

To see if the Town will vote to hear or receive a report concerning the receipts and expenditures of approved revolving funds, amend the Town Bylaws to adopt new revolving funds, and/or to appropriate

(Inserted by the Select Board)

(Inserted at the request of the Town Manager)

(Inserted at the request of the Town Manager and the Director of Human Resources)

(Inserted at the request of the Town Manager)

(Inserted by the Select Board and at the request of the Town Manager)

ARTICLE CAPITAL BUDGET

To see if the Town will vote to appropriate a sum of money to defray the expense of purchasing, leasing, or bonding of capital equipment, infrastructure, buildings or other projects of the Town or to acquire real property for municipal purposes; to appropriate a sum of money to fund previously incurred or future Town debt, to acquire land for said projects where necessary by purchase, eminent domain taking or otherwise, determine how the money shall be raised including the possibility of borrowing any or all of the same, or the transfer of funds from any previous appropriation, determine how such money shall be expended; or take any action related thereto.

(Inserted by the Select Board and at the request of the
Town Manager and the Capital Planning Committee)

ARTICLE AMENDMENTS TO FY2022 BUDGETS

To see if the Town will vote to appropriate and or transfer funds between the FY2022 budget and appropriations and the long-term stabilization fund, as previously voted upon by the 2021 Annual Town Meeting, or take any action related thereto.

(Inserted at the request of the Town Manager)

ARTICLE APPROPRIATION/TRANSPORTATION INFRASTRUCTURE FUND

To see if the Town will vote to appropriate a sum of money received by the Town from the Commonwealth Transportation Infrastructure Fund to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the Town including, but not limited to, the Complete Streets Program, accepted by Town Meeting on May 4, 2015, established in Massachusetts General Laws Chapter 90I, Section 1 and other programs that support alternative modes of transportation; or take any action related thereto.

(Inserted at the request of the Town Manager)

ARTICLE APPROPRIATION/BLUEBIKES

To see if the Town will vote to appropriate \$100,000 for the support of “BLUEBikes” operations, including storage, relocation, and maintenance of bicycles and docking stations, and a pilot program assisting income-eligible users with bicycle access, including costs incidental and related thereto, and to determine how the appropriation shall be raised and expended including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Department of Planning and Community Development)

ARTICLE APPROPRIATION/FINANCING OF CONSTRUCTION OR OF SEWERS AND SEWERAGE FACILITIES

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of sewers and sewerage facilities for inflow/infiltration reduction or system rehabilitation, including costs incidental and related thereto, and to determine how the appropriation shall be raised or expended, including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

ARTICLE APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF WATER MAINS AND WATER FACILITIES

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of water mains and water facilities, including costs incidental and related thereto, and to

determine how the appropriation shall be raised and expended including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

ARTICLE	APPROPRIATION/MINUTEMAN TECHNICAL HIGH SCHOOL VOCATIONAL PLACEMENTS	REGIONAL AND OUT OF DISTRICT	VOCATIONAL
---------	---	---------------------------------	------------

To see if the Town will vote to appropriate a sum of money for the purpose of paying the Town's apportioned share of the operating and maintenance costs, including capital costs, tuition, and all of Arlington's other obligations under the Minuteman Regional School District Agreement for the Minuteman Regional Vocational Technical High School, as well as paying the tuition for all other out of district vocational education placements, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of Minuteman Regional Vocational School District Committee)

ARTICLE APPROPRIATION/COMMITTEES AND COMMISSIONS

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of various committees, commissions, and boards of the Town, determine how the money shall be raised; provided that any funds appropriated hereunder shall remain under the jurisdiction of said entities until expended at their direction, unless otherwise appropriated by the Town Meeting; the entities included hereunder, without limitation, are: Arlington Historical Commission, Arlington Recycling Committee, Avon Place Historic District Commission, Beautification Committee, Broadway Historic District Commission, Central Street Historic District Commission, Mt. Gilboa/Crescent Hill Historic District Commission, Jason/Gray Historic District Commission, Pleasant Street Historic District Commission, Russell Historic District Commission, Conservation Commission, Capital Planning Committee, Commission on Disability, Human Recourses Board, Public Memorial Committee, Human Rights Commission, Arlington Committee on Tourism and Economic Development, Envision Arlington, Transportation Advisory Committee, Arlington Commission for Arts and Culture, Open Space Committee, and any other Town Committee or Commission; or take any action related thereto.

(Inserted at the request of the Town Manager)

ARTICLE APPROPRIATION/TOWN CELEBRATIONS AND EVENTS

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of the Town Manager for the following celebrations and memorials, determine how the money shall be raised and expended; or take any action related thereto:

Memorial Day Observation and the Patriots' Day Celebration

Display of American Flags on Massachusetts Avenue

Placing of American Flags on the Graves of Veterans

Town Day Celebration

Veterans' Day Parade

(Inserted at the request of the Town Manager)

ARTICLE APPROPRIATION/MISCELLANEOUS

To see if the Town will vote the following: Legal Defense – To appropriate a sum of money to replenish the Legal Defense Fund established under Article 13, Section 5 of Title 1 of the Town Bylaws, Indemnification of Medical Costs, to appropriate a sum of money in accordance with the provisions of Chapter 41, Section 100B of the General Laws, to indemnify certain retired Police Officers and Firefighters for all reasonable medical and surgical expenses which they incurred, determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager)

To see if the Town will vote to or take any action related thereto: support the Mass. Fair Share Constitutional Amendment, which would create an additional tax of 4 percentage points on the portion of a person's annual income over \$1 million. The new revenue would be spent on, "quality public education and affordable public colleges and universities, and for the repair and maintenance of roads, bridges, and public transportation."

To see if the Town will vote to deepen Arlington's commitment to diversity, equity and inclusion by resolving that it is the desire of Town Meeting that the Town's appointing authorities priorities and center the communal goal of increasing the diversity of Town boards and committees by intentionally identifying, inviting and appointing qualified applicants from underrepresented groups to fill openings, such that these public bodies reflect racial, economic and other forms of diversity; or take any action related thereto.

To see if the Town will vote to endorse a resolution declaring that the Alewife Brook in East Arlington is a valuable natural resource area for Arlington residents, but degraded by sewage contaminated discharges from the Combined Sewer Outfalls (CSO) that then can flood onto Arlington lands and houses; and further urging Town officials to engage with this problem and the regulatory process and to take actions to clean up Alewife Brook so that it can become a beautiful asset and a safe place to live near; or take any action related thereto.

To see if the Town will vote to encourage adoption of a unified Integrated Pest Management (IPM) Policy for the Town that in part prohibits the use of certain rodenticides on Town properties, including second generation anticoagulant rodenticides (SGARs); provides for waivers; provides for educating the public about rodenticide hazards to human health and the ecosystem and IPM alternatives; and further establishes such definitions and provisions necessary to effectuate a policy to protect Arlington's citizens, children, wildlife, and ecosystem.

14

.... (SIGNED)
....A true copy.
Attest:

(SIGNED)
STEPHEN W. DECOURCEY
DIANE M. MAHON
JOHN V. HURD
LENARD T. DIGGINS
ERIC D. HELMUTH

SELECT BOARD
OF
THE
TOWN OF
ARLINGTON

WAYNE PARSEGHIAN
CONSTABLE

HOW TO VOTE BY ABSENTEE BALLOT

Reasons for voting absentee

You may vote absentee if you are registered and will be unable to vote at the polls on Election Day because of

Absence from the Town
Physical disability
Religious beliefs

Illegal absentee voting is punishable by a fine of up to \$10,000 and up to five years in prison.

Applying for an absentee ballot

You must apply for an absentee ballot from the Town Clerk no later than noon of the day before the election. Applications may be mailed or hand delivered and you may use any form of written communication (letter or postcard) or the official application form.

Include on the application

Your name as registered
Your registration address
Precinct, if you know it
The precise address to which you wish the ballot sent
Your own signature

Requesting to vote by mail

A ballot will be sent to any address you specify including your own home. Be sure to apply early because the ballots must be sent by mail and may be returned by mail or hand delivered.

Requesting to vote in person

If you prefer, you may request to vote in person before Election Day. You may vote at the Town Hall before Election Day at a time arranged with the Clerk, but application for your ballot must be made no later than noon of the day before the election. A voter may apply for an absentee ballot and then vote

over-the-counter during the same visit.

Applying to vote if you are absent from the state, in the armed services or a prisoner

Registered and unregistered residents of Massachusetts outside the state and residents on active duty in the armed forces and merchant marine and their spouses or dependents, and prisoners, may vote absentee. They may request an absentee ballot from the Town where they legally reside (if outside the U.S., where they resided last before leaving). In addition, a close relative may apply on their behalf in person at the Town Clerk's Office.

A parent of a registered voter who is a student at a Massachusetts college or university may apply for an absentee ballot on the student's behalf to the Town Clerk where the student is registered.

In all cases, unregistered voters must register in person when they return to the state, since this does not establish permanent registration.

What if I am permanently physically disabled?

If you are permanently physically disabled and cannot cast your vote at the polling place, you may file a letter from your physician with the Town Clerk, stating that you are permanently unable to cast your vote at the polling place because of physical disability. A completed application for an absentee ballot, for you to sign and return, must be mailed by the Town Clerk to you at least 28 days before every primary and election.

NOTE: Voters who are admitted to a health care facility after noon of the fifth day before an election may apply for an absentee ballot up until the polls close on the day of the election (rather than noon the day before the election) and must designate a person to hand deliver and return the absentee ballot.



STEPHEN W. DECOURCEY, CHAIR
DIANE M. MAHON
JOHN V. HURD
LENARD T. DIGGINS
ERIC D. HELMUTH